Clerk Access Certification

Introduction

☐ Introduction to WisVote Learning Center
☐ Client Access License
☐ User Permissions
☐ WisVote Login
☐ Navigating WisVote

Voter Management

☐ Voter Management Overview
☐ Voter Registration
☐ Registration List Alerts
☐ DMV Checks

Election Management

☐ Election Management Overview
☐ Polling Places
☐ Setup Election Plans
☐ Print the Poll Book

Election Setup

☐ Election Setup Overview
☐ Create a Special Election
☐ Add a Contest
☐ Add a Candidate
☐ Election Checkpoints

Post-Election Activities

☐ Post-Election Activities Overview
☐ Record Votes
☐ Election Day Registration
☐ Track Provisional Ballots

Address Management

☐ Create an Address
☐ Edit an Existing Address
☐ Address Functions on Voter Screens
☐ Districts/Mapping Overview

Absentee Voting

- ☐ Absentee Voting Overview
- ☐ Add an Absentee Application
- ☐ Absentee Administration (Not In-Person)
- ☐ In-Person Absentee Voting
- ☐ Generate Absentee Labels
- ☐ Record Returned Ballots
- ☐ Add a Care Facility

I have completed the training curriculum listed above. I am requesting Clerk access in WisVote.

Name of Municipality/County: _____   HINDI: _____

Name of Clerk: _____

Signature of Clerk: _____   Date: _____

Return signed forms to the Government Accountability Board – Elections Division, P.O. Box 7984, Madison, WI 53707-7984 | gabhelpdesk@wisconsin.gov | 608-261-2028 FAX 608-267-0500